

SECTION A: THE ROLE	
Job Title:	Digital Education Transformation Lead
Institute/Service:	Centre for Digital Transformation (CDT)
Job Grade:	Grade 8
Job Family:	Professional Services
Job Location:	Lancaster / Carlisle
Responsible To:	Director, CDT
Role Purpose:	
<p>The Digital Education Transformation Lead (DETL) role will be central in the development of the recently established Centre for Digital Transformation (CDT). As a Digital Education Transformation Lead (DETL) you will play a key role in operationalising the strategic aims of the Centre, that have a focus on the design, development, and delivery of a digitally informed and enabled educational portfolio; digitally capable staff and students; digitally enabled businesses and digitally capable employees; digitally capable and included people and communities. The DETL will take a proactive and hands on leadership role across the CDT's various work strands, including the establishment and maintenance of internal and external collaborations and partnerships, and the facilitation of professional development opportunities significant to realising and progressing the Centre's vision, purpose and aims.</p> <p>As a key member of the CDT Team the DETL will act as an enabler in the successful achievement of the Centre's strategic aims, which include:</p> <ul style="list-style-type: none"> ▪ ensuring that the University of Cumbria is a digitally informed and enabled organisation, equipped to thrive in a virtual world of data and information technologies that drive an increasing proportion of economic activity and social interaction ▪ creating an on-campus and online portfolio and learning offer that is informed, enabled, and delivered by digital knowledge and technology, including new programme development ▪ designing and developing a new work-based portfolio of employer-led and employee-responsive programmes for the workplace and workforce ▪ supporting the development of digitally capable graduates, who are prepared for real-world employment and citizenship ▪ enhancing the digital vision and capabilities of businesses and employees, as well as communities and residents across the Borderlands and Cumbria ▪ nurturing a dynamic, innovative, and collaborative approach to digital transformation with all stakeholders, that places the University of Cumbria at the forefront of real-world relevant higher education. 	

SECTION B: PRINCIPAL DUTIES/KEY OBJECTIVES	
1.	Take a lead role in the digital transformation of the University's course portfolio, including the identification of opportunities to digitally enhance all aspects (curriculum content, design, delivery methods) of existing programmes, courses and modules, and the identification and development of new modules or awards.
2.	Take a lead role in the enhancement of digital understanding and capability across the organisation.

3.	Take a lead role in the design and development of a business and employee-focused digital skills offer.
4.	Take a lead role in the design of a knowledge and skills programme for students aimed at developing real-world relevant and work-based digital expertise and capabilities.
5.	Take a lead role in the design, develop and deliver a digital capability offer for communities and their residents aimed at enhancing digital inclusion and expertise.
6.	Make an active contribution to the development of external networks to support the CDT and to develop a reputation and profile for excellence and innovation in digital transformation.
7.	Play a significant role in creating, nurturing and maintaining a supportive, inclusive and research-informed working environment for those who engage with the CDT, including internal and external colleagues, partners, students, people, communities, and staff.

Additional Information:

You will on occasions and in line with operational needs:

- Be required to work different hours including at weekends/evenings;
- Be required to travel to other campuses and sites, as necessary.

In addition to the duties listed here, you will be required to perform other duties which are assigned from time to time. However, such other duties will be reasonable in relation to the grade.

It is the University's intention that this role description is seen as a guide to the major areas and duties for which the post holder is accountable. However, the business will change, and the post holder's obligations will vary and develop. The description should be seen as a guide and not as a permanent, definitive, and exhaustive statement.

Providing an Inclusive Environment:

The University of Cumbria is committed to providing an inclusive environment, where staff, students and visitors are encouraged to be their true self, in order to enhance the individual and collective experience. As a university community, we share the social responsibility of enabling this inclusive environment by valuing, respecting and celebrating differences, to ensure that we generate a sense of understanding and belonging.

The university recognises that our differences are our strength, seeking and valuing different perspectives and ideas, in an environment that is without prejudice and bias.

We are committed to embracing our responsibility as a facilitator of change and continue to develop our equality agenda in line with and, where appropriate, beyond the Equality Act 2010. We do not tolerate discrimination, bullying or harassment in any form on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

Criteria for Grade 8 Role Title: Digital Transformation Lead	Essential / Desirable	To be identified by:
<p>Qualifications</p> <p>Educated to degree level or equivalent, with extensive experience and expertise, within a university or post-compulsory education setting of digital in education; including digital pedagogy, digital methods, digital tools, and digital transformation.</p> <p>Membership or engagement with ALT/ JISC or a similar critical digital pedagogy society, learning community or network.</p> <p>CMALT qualification or an equivalent.</p> <p>Fellowship of the HEA, working towards, or willingness to work towards Higher Education Fellowship.</p>	<p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Desirable</p>	<p>Application Form</p> <p>Application Form</p> <p>Application Form</p> <p>Application Form</p>
<p>Experience</p> <p>Considerable previous experience of leading digital transformation or digital change in a contemporary education environment.</p> <p>Considerable previous experience of working collaboratively across a range of teams or groupings to analyse, design, develop and deliver programmes of learning and teaching practice (including digital and online programmes), that enhance the under and post-graduate student experience.</p> <p>Expertise and understanding of theory and practice to provide expert advice and guidance in digital education or digital transformation.</p>	<p>Essential</p> <p>Essential</p> <p>Desirable</p>	<p>Supporting Statement/Interview</p> <p>Supporting Statement/Interview</p> <p>Application Form/Interview</p>
<p>Knowledge, skills, and abilities</p> <p>Authoritative knowledge of subject area (digital education, digital pedagogies, digital tools, and digital transformation) and understanding of broader areas and issues (regulations, research, legislation, and implications of non-compliance with digital agendas, etc).</p> <p>Knowledge of relevant educational IT packages, information systems and procedures, ability to adapt/transfer skills for use and to convey the skills relevant to using new technologies to others.</p> <p>Ability to design, develop and deliver various aspects of the work from inception to completion.</p> <p>Ability to take a lead in and to present concepts and complex material to a range of audiences in a range of communication formats and modalities.</p> <p>Professional approach to work and work colleagues, and the ability to form authentic and purposive interpersonal professional relationships, including within the context of</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>Supporting Statement/Interview</p> <p>Supporting Statement/Interview</p> <p>Supporting Statement/Interview</p> <p>Application Form/Interview</p> <p>Application Form/Interview</p>

<p>leadership responsibilities.</p> <p>Networking skills and the ability to work collaboratively and effectively with internal and external stakeholders, including the ability to encourage, motivate, persuade, guide and support colleagues in pursuit of positive and necessary change.</p> <p>Ability to prioritise tasks, manage time, and work flexibly within a busy, dynamic, and progressive environment, to meet strategic outcomes.</p>	<p>Essential</p> <p>Essential</p>	<p>Application Form/Interview</p> <p>Supporting Statement/Interview</p>
<p>Other</p> <p>Commitment to the Strategic Plan of the University especially in relation to equality of opportunity at work, a healthy and safe working environment and the expected behaviours of an effective Leader.</p>	<p>Essential</p>	<p>Interview</p>